Approved For Release 2008/10/21 : CIA-RDP86M00886R002000130022-5

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Executive Registry

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Career Planning and Placement Frostburg, Md. 21532 301-689-4403

January 17, 1984

Chief Central Intelligence Agency P. O. Box 1925 Washington, DC 20013

Dear Chief:

At the present time we at Frostburg State are completing a resume book containing our 1983-84 Business and Accounting graduates. With your permission, we would like to send you a complimentary copy of our Resume Book later this month. By allowing you to pre-screen and pre-select only those candidates in whom you have a real interest, a resume book can be an extremely cost-effective way for your organization to meet its hiring needs.

Also enclosed is a complimentary copy of the Frostburg State College Viewbook which will provide you with an overview of the college and its academic programs. As you will note, our Business and Accounting programs enjoy by far the largest enrollment. A relatively new major in Computer Science, is also increasingly popular.

We would appreciate it if you would kindly send us a copy of your current Annual Report and professional careers recruitment literature for inclusion in our Career Library.

If you wish, we would be very pleased to make arrangements for you to interview candidates personally on-campus this coming Spring. The months of March and April are ideal times to schedule recruiting visits, although other times are available at your convenience. Please call me at (301) 689-4403 to arrange such a visit.

Yours truly,

William Grad

William Grab, Director Career Planning and Placement

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